



**CITY OF DALLAS**  
**Urban Renewal Advisory Committee**  
**Dallas City Hall**  
**187 SE Court Street, Dallas, Oregon 97338**  
**Tuesday, December 3, 2013 – 5:30 p.m.**

1 **MINUTES**

2 Members Present: Chair David Shein, Jim Fairchild, Nancy Adams, LaVonne Wilson, Randy Hunter,  
3 Ken Jacroux, Chelsea Pope, Rich Rohde, Joe Koubek, Bob Brixius

4 Absent: Craig Pope

5 Staff: Community Development Director Jason Locke, Planner John Swanson

6 **CALL TO ORDER**

7 Chair David Shein called the meeting to order at 5:30 p.m.

8 **APPROVAL OF MINUTES**

9 The minutes of the October 1st meeting were presented and approved.

10 **PUBLIC COMMENTS**

11 There were none.

12 **OLD BUSINESS**

13 Community Development Director Jason Locke pre-empted a slideshow of the progress of the Main  
14 Street project compiled by Chamber Director Chelsea Pope with final comments on the completion of  
15 the project as follows: The final invoice to Brown Construction has been paid. The project came in  
16 under budget at approximately \$625,000. There are still some small items to be completed such as  
17 additional benches, planters, and more plant species in rain gardens. Asked about the signs the  
18 committee agreed to finance, starting with the Dallas Library, Mr. Locke reported that the sign people  
19 we are working with are going slowly. A new book-drop for the library is being designed and  
20 constructed locally by EVCOR.

21 Chair David Shein asked about interest in or applications for the façade grants available. The only  
22 applicant is for the Adolph Building located at Main and Mill Streets. Mayor Dalton is working to recruit  
23 some new interest in the façade grants and several building and business owners have indicated that  
24 they will apply in the spring of 2014. To that end, the façade grants deadline will be extended through  
25 next summer.

26 Committee members had several questions regarding the completion of the project as follows: Joe  
27 Koubek asked about the rain gardens and his concern about skimping on the number of plants and  
28 trees. Mr. Locke replied that it was a matter of inventory available from the nurseries and the specific  
29 plants we want. They will be added as they are available. Ken Jacroux asked about electrical upgrades  
30 on the courthouse lawn for community events. Mr. Locke stated that we were in process of getting bids  
31 for the upgrade. The cost will be between \$4000 and \$5000 and will be a shared cost with the Chamber  
32 / Visitor's Center. Chair David Shein asked if the Polk County Bounty farmers market will be at the

33 courthouse or the Academy Building in 2014. Chamber Director Chelsea Pope replied that it's a 95%  
34 certainty to be at the Academy.

35 Chelsea Pope went on to go through the slideshow of photographs she had taken through out the entire  
36 project from groundbreaking to completion and ribbon cutting. She literally took hundreds of photos.  
37 The committee members engaged in general discussion as we went through the photos. Chelsea was  
38 thanked for her diligence to take so many progress photos and the comments were overwhelmingly  
39 positive regarding the entire construction period.

#### 40 **NEW BUSINESS**

41 Community Development Director Jason Locke talked about potential Urban Renewal projects for 2014.  
42 First of all, it's going to depend on budget and what we can afford to do. Mr. Locke mentioned several  
43 projects that could be considered as follows: We could rebuild the sidewalks on the opposite side of  
44 Court St. (from our 2012 project), choose another block of side street off of Main, start planning for the  
45 600 / 700 block of Main which could be a scaled back version of what we did in the 800 / 900 block. Mr.  
46 Locke also mentioned a permanent sign or banner over Main Street where we now hang temporary  
47 banners for special events.

#### 48 **MEMBER COMMENTS**

49 Committee member Rich Rohde asked if a final financial report on the Urban Renewal District budget  
50 and expenditures from the 2013 project would be ready for the next meeting of the URDAC in January.  
51 Mr. Locke said that it would. Staff was asked if a potential project list, based on the budget could be  
52 discussed at the January meeting. Staff will prepare an outline of potential and affordable projects.

53 Committee member Joe Koubek opined that the best next project was the permanent sign over Main  
54 Street. Committee member Jim Fairchild recommended that the next project should continue to focus  
55 on Main Street or high visibility areas like the block of Mill Street west of Main.

#### 56 **STAFF COMMENTS**

57 None

#### 58 **OTHER BUSINESS**

59 None

60 The meeting adjourned from City Hall at 6:24 p.m